

**ANNEX TO THE ADDITIONAL PROTOCOL TO THE
INTER-AMERICAN CONVENTION ON LETTERS ROGATORY**

FORM B

ESSENTIAL INFORMATION FOR THE ADDRESSEE^{1/}

To: [Name and address of the person being served] _____

You are hereby informed that [Brief statement of nature of service]

A copy of the letter rogatory that gives rise to the service or delivery of these documents is attached to this document. This copy also contains essential information for you. Also attached are copies of the complaint or pleading initiating the action in which the letter rogatory was issued, of the documents attached to the complaint or pleading, and of any rulings that ordered the issuance of the letter rogatory.

[ADDITIONAL INFORMATION]

I. For Service*

A. The document being served on you (original or copy) concerns the following:

B. The remedies sought or the amount in dispute is as follows:

C. By this service, you are requested:

D. In case of service on you as a defendant you can answer the complaint before the judicial or administrative authority specified in Form A, Box 1 (State place, date and hour):*

You are being summoned to appear as: _____

If some other action is being requested of the person served, please describe: _____

E. If you fail to comply, the consequences might be: _____

F. You are hereby informed that a defense counsel appointed by the Court or the following legal aid societies are available to you at the place where the proceeding is pending:

Name: _____

Address: _____

The documents listed in Part III are being furnished to you so that you may better understand and defend your interests.

II. For Information from Judicial or Administrative Authority*

To: _____

(Name and address of the judicial or administrative authority)

You are respectfully requested to furnish the undersigned judicial or administrative authority with the following information: _____

The documents listed in Part III are being furnished to you to facilitate your reply.

III. List of Attached Documents

(Attach additional pages if necessary.)

Done at _____ this _____ day of _____ 19

Signature and stamp of the judicial
administrative authority of the State of origin

Signature and stamp of the Central
Authority of the State of origin

^{1/} Complete the original and two copies of this form; if A(1) is applicable, attach the original and two copies of the translation of this item in the language of the State of Destination.

* Delete if inapplicable.